

## NOTICE TO BIDDERS

Sealed proposals will be received by The University of North Carolina at Charlotte, at 9201 University Boulevard, Charlotte, NC 28223, until **1:30 p.m. on Tuesday, April 21, 2020.**

### **NOTE: BID SUBMITTAL PROCEDURES DURING COVID-19 CRISIS**

All hand delivered bids shall be dropped in the white Drop Box located next to the Motor Fleet parking spaces (<https://goo.gl/maps/KGphwNRyaFCBFxtj8>) in Lot 25 (second left entrance on Poplar Lane) in front of the Facilities Operations & Parking Services building (#92 on the campus map – <http://facilities.uncc.edu/maps>).

Bidders may also submit bids via USPS/UPS/FEDEX sent to the attention of Joyce Clay, Facilities Operations & Parking Services building no. 92, 9643 Poplar Lane, Charlotte, NC 28223. It is the bidder's responsibility to ensure that the bid arrives before the bid closing time of 1:30 PM. Bidders shall sign across the sealed flap on the envelope to ensure no tampering prior to the bid opening.

Bidders who are interested in observing the bid opening via video conference shall also provide an email address on the envelope. Project Manager will then send an invitation with hyperlink via email to the video conference to all bidders who have provided an email address. Access to the video conference will begin at 2:00 PM and it is the responsibility of the bidder to access the video conference. In-person attendance at bid opening will be limited to one Contractor firm representatives and two UNC Charlotte Facilities representatives.

Bids will be publicly opened and read at 2:00 p.m. in Room 123A of the Facilities Management & Parking Services building no. 92 located at 9643 Poplar Lane, Charlotte, NC 28223 for the furnishing of labor, material and equipment entering into the construction of:

### **Student Government Office Renovations The University of North Carolina at Charlotte SCO Project Number 18-18336-01A**

An interior renovation of approximately 9,400 sf space at the Student Union Building of the University of North Carolina at Charlotte campus. The Work includes demolition, new ceilings, flooring, light fixtures, partitions, and MEP.

Bids will be received for Single Prime Contract only. All proposals shall be lump sum.

### **Pre-Bid Meeting during COVID-19 Crisis**

A non-mandatory Pre-bid meeting will be held for all interested bidders on Wednesday, April 1, at 2:00 p.m. via a Lifesize video conference hosted by Little Diversified Architectural Consulting, Inc. The meeting will address project specific questions, issues, bidding procedures, and bid forms. Unfortunately, we will not be able to perform a site visit. Should teams need any information, we can supply images.

If you intend to attend the pre-bid, please email Crystal Howard, Little Diversified Architectural Consulting, [crystal.howard@littleonline.com](mailto:crystal.howard@littleonline.com). Office phone (704) 561-3453 or

Mobile phone (704) 562-6323, by 5:00 p.m. Tuesday, March 31, 2020 with the following information -

Contact name:  
Name of company:  
Telephone number:  
Email address:

We will send out an invitation with the link to join the a Lifesize virtual pre-bid meeting by 10:00 a.m. Wednesday, April 1, 2020 for the pre-bid meeting scheduled for 2:00 p.m.

Pre-bid meeting will be recorded and available to the public immediately after the event. A link will be posted to the Facilities Management website – <http://facilities.uncc.edu/advertisements>.

The meeting is also to identify preferred brand alternates and their performance standards that the owner will consider for approval on this project.

In accordance with General Statute GS133-3, specifications may list one or more preferred brands as an alternate to the base bid in limited circumstances. Specifications containing a preferred brand alternate under this section must identify the performance standards that support the preference. Performance standards for the preference must be approved in advance by the owner in an open meeting. Any alternate approved by the owner shall be approved where (i) the preferred alternate will provide cost savings, maintain or improve the functioning of any process or system affected by the preferred item or items, or both, and (ii) a justification identifying these criteria is made available in writing to the public.

In accordance with GS133-3 and SCO procedures the following preferred brand items are being considered as Alternates by the owner for this project:

- A. **Alternate No. 4:** Owner preferred alternate: Provide owner preferred campus standard hardware alternate as specified in Section 08 71 00 “Door Hardware” and as follows:
1. Locks and Cylinders: Schlage.
  2. Exit Devices: Von Duprin.
  3. Door Closers: LCN.

Justification of any approvals will be made available to the public in writing no later than seven (7) days prior to bid date.

Bidders’ questions will be entertained in writing until 5:00 pm on Wednesday, April 8, 2020. Address all questions to the designer, Little Diversified Architectural Consulting, Inc. – Shannon Rydell – [shannon.rydell@littleonline.com](mailto:shannon.rydell@littleonline.com).

Final addendum will be issued Tuesday, April 14, 2020.

Complete plans, specifications and contract documents will be open for inspection in the offices:

1. Designer: Little Diversified Architectural Consulting, Inc., 615 S. College Street, Suite 1600, Charlotte, North Carolina 28202, Phone: (704) 525-6350

2. Owner: UNC Charlotte, Facilities Management/Police Building, 2<sup>nd</sup> floor – Capital Projects, 9151 Cameron Blvd., Charlotte, NC 28223, Phone: (704) 687-0615.
3. Or may be obtained at the offices of Little Diversified Architectural Consulting, 615 South College Street, Suite 1600, Charlotte, North Carolina 28202, Phone: (704) 525-6350; Attention: Crystal Howard, upon deposit of One Hundred dollars (\$100.00) in cash or certified check. The full plan deposit will be returned to those bidders provided all documents are returned in good, usable condition within ten (10) days after the bid date.

Electronic plans, specifications and contract documents are available at the following:

1. Construct Connect at [content@constructconnect.com](mailto:content@constructconnect.com), (800) 364-2059; representing Associated General Contractors (AGC) Carolinas Branch, Eastern Regional Office of Reed Construction Data in Norcross, GA, and Hispanic Contractors Association of the Carolinas (HCAC).
2. North Carolina Offices of Dodge Data & Analytics (formerly McGraw-Hill Construction) – Customer Service – <http://dodgeprojects.construction.com>, (800) 393-6343
3. Metrolina Minority Contractors Association (MMCA) – [mmca@mmcaofcharlotte.org](mailto:mmca@mmcaofcharlotte.org), (877) 526-6205

**NOTE:** The bidder shall include with the bid proposal the form *Identification of Minority Business Participation* identifying the minority business participation it will use on the project and shall include either *Affidavit A* or *Affidavit B* as applicable. Forms and instructions are included within the Proposal Form in the bid documents. Failure to complete these forms is grounds for rejection of the bid. (GS143-128.2c Effective 1/1/2002.)

All contractors are hereby notified that they must have proper license as required under the state laws governing their respective trades.

General contractors are notified that Chapter 87, Article 1, General Statutes of North Carolina, will be observed in receiving and awarding general contracts. General contractors submitting bids on this project must have license classification for Unlimited General Contractor (set forth the license classification required by the NC General Contractors Licensing Board under G.S.87.1).

**NOTE--SINGLE PRIME CONTRACTS:** Under GS 87-1, a contractor that superintends or manages construction of any building, highway, public utility, grading, structure or improvement shall be deemed a “general contractor” and shall be so licensed. Therefore, a single prime project that involves other trades will require the single prime contractor to hold a proper General Contractors license.

**EXCEPT:** On public buildings being bid single prime, where the total value of the general construction does not exceed 25% of the total construction value, contractors under GS87- Arts 2 and 4 (Plumbing, Mechanical & Electrical) may bid and contract directly with the Owner as the SINGLE PRIME CONTRACTOR and may subcontract to other properly licensed trades. GS87-1.1- Rules .0210

Each proposal shall be accompanied by a cash deposit or a certified check drawn on some bank or trust company, insured by the Federal Deposit Insurance Corporation, of an amount equal to not less than five percent (5%) of the proposal, or in lieu thereof a bidder may offer a bid bond of five percent (5%) of the bid executed by a surety company licensed under the laws of North  
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Carolina to execute the contract in accordance with the bid bond. Said deposit shall be retained by the owner as liquidated damages in event of failure of the successful bidder to execute the contract within ten days after the award or to give satisfactory surety as required by law.

A performance bond and a payment bond will be required for one hundred percent (100%) of the contract price.

Payment will be made based on ninety-five percent (95%) of monthly estimates and final payment made upon completion and acceptance of work.

No bid may be withdrawn after the scheduled closing time for the receipt of bids for a period of 30 60 days.

The owner reserves the right to reject any or all bids and to waive informalities.

Please note that any bid delivered to UNC Charlotte Facilities Management – Facilities Operations must be received no later than 1:30 p.m. on bid day at the location noted below.

**Mailed Proposals:**

Attn: Ms. Joyce Clay – Facilities Operations  
The University of North Carolina at Charlotte  
Facilities Management – Facilities Operations  
9201 University City Boulevard  
Charlotte, NC 28223-0001

Or

**Hand Delivered: SEE BID SUBMITTAL PROCEDURES DURING COVID-19 CRISIS on page 1.**

**Envelope should be marked “sealed bid included” and addressed as follows:**

Attn: Ms. Joyce Clay – Facilities Operations  
Facilities Operations & Parking Services building  
9643 Poplar Lane  
Charlotte, NC 28223

**NOTE BID OPENING:** Not more than one (1) representative per company will be allowed to attend.

Designer:

Little Diversified Architectural Consulting, Inc.  
615 S. College Street, Suite 1600  
Charlotte, North Carolina 28202  
(704) 525-6350

Owner:

UNC Charlotte  
9201 University City Boulevard  
Charlotte, NC 28223-0001  
(704) 687-0615